

Request for Quotation to:

**BUILD CAM'S FUTURE - A NEW
DESTINATION VILLAGE CENTRE**

Date: Thursday 10th July 2025



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1. Introduction

Cam Parish Council is inviting suitably qualified consultants to submit quotations for undertaking a detailed feasibility study for the development of a new destination village centre with a focus on health and wellbeing, recreation and community facilities for Cam, Gloucestershire. This Request for Quotation (RFQ) document sets out the scope, required deliverables, evaluation criteria, and submission details for prospective bidders. Bidders' responses to the RFQ are to be completed and returned via email clerk@camparishcouncil.gov.uk.

2. Specification of Requirements

2.1 Introduction

Our vision presents a unique opportunity for integrated placemaking that embraces emerging Neighbourhood Health Service principles. This is a unique and exciting opportunity to deliver a high-quality, community-focused destination that fosters local pride and belonging. Our ambition is to create a new village centre centred around services rather than traditional retail — a place that promotes connection, supports health and wellbeing, and brings together a range of complementary facilities for all generations. This engagement aims to ensure that the emerging proposals align with planning policy, design principles, and community needs.

Healthcare partners, in collaboration with Stroud District Council, Cam Parish Council and other key stakeholders, have already begun exploring the potential development of facilities in Cam through a feasibility study that investigated several sites to locate a new primary care facility. This completed study (available on appointment) concluded that the most suitable location for a new primary care centre is on land designated for employment uses (designated EK6 - Draycott / Middle Mill Industrial Estate in the adopted Stroud District Local Plan) as shown in the figure 1. **Our feasibility study will provide the critical evidence base to inform a future planning application and ensure the development is viable, deliverable, and aligned with local needs and planning policy** while complementing the envisaged state-of-the-art health facility planned for delivery by the NHS.

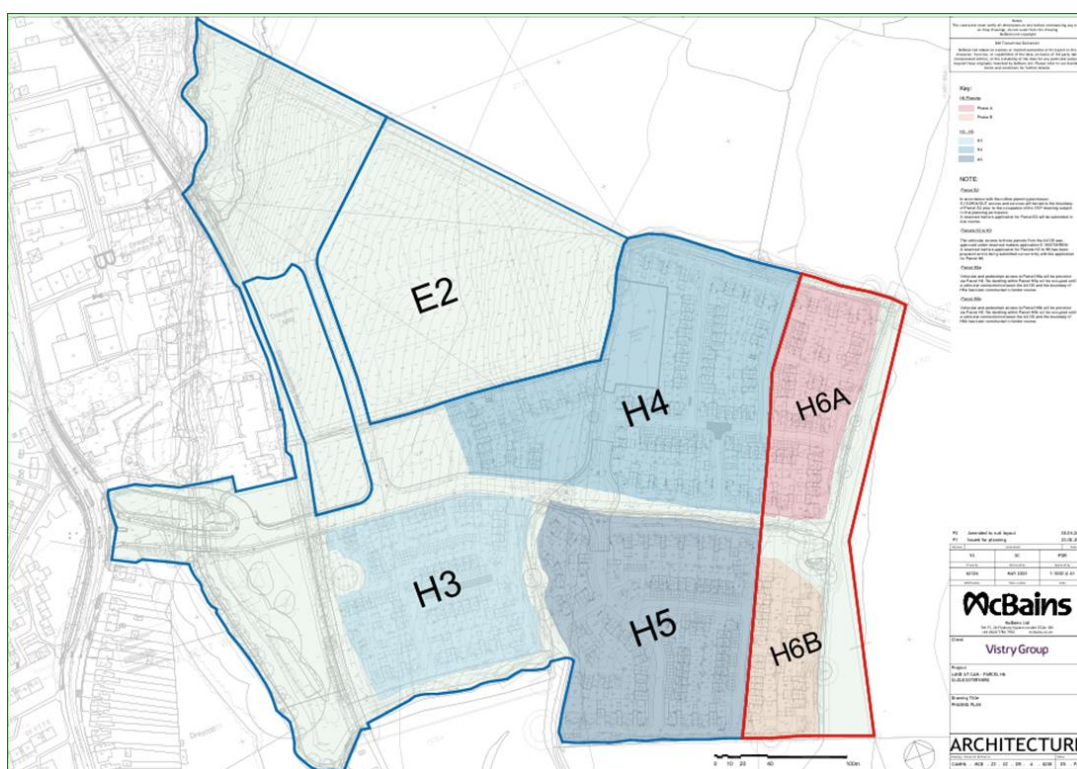


Figure 1: Location of Land: Northeast of Draycott Cam Gloucestershire - S.15/2804/OUT shown (E2)

The new village centre will be located alongside emerging housing development in Cam (site: [Land Northeast Of Draycott Cam Gloucestershire - S.15/2804/OUT¹](#)), with access infrastructure being delivered by the developer.

2.2 Specific site considerations:

When preparing a **site plan** for the proposed village centre and adjacent primary care facility, there are several **specific considerations** that Cam Parish Council would like to address to ensure a successful planning application and alignment with policy, community needs, and best practices in urban design. The design should be informed by and be consistent with Gloucestershire County Council's Manual for Streets (July 2020)², MHCLG's National Planning Policy Framework (2025)³, National Planning Practice Guidance⁴ and its National Design Guide (January 2021)⁵, and Stroud District Council's adopted Local Plan (2016) and its Design Guide Supplementary Planning Document (available via the council's website) and **Cam Neighbourhood Development Plan 2019 – 2031⁶, Appendix 3 - Cam Design Code⁷**.

Traffic & Access: access to the site will be delivered as part of the infrastructure associated with the adjacent housing development within allocation H4 (see Figure 1). This shared infrastructure approach ensures an integrated and efficient access solution that supports both residential and community uses.

In addition to physical access, the site layout will incorporate a comprehensive traffic management strategy to promote safety, efficiency, and sustainability. To ensure the long-term sustainability of the site, it should be conceived as a destination in its own right — with design and accessibility reflecting this ambition. A successful integrated movement network is essential for functionality and will play a vital role in shaping the character and quality of the place. Key considerations include:

- A connected network of routes for all modes of transport.
- Active travel.
- Well-considered parking, servicing and utilities infrastructure for all users. Including:
 - Segregation of vehicle types: Clear outlining between public, service, emergency, and staff vehicle routes to minimise conflict and improve safety. To consider service yards that are unobtrusive and don't disrupt public spaces.
 - Dedicated drop-off and turning areas for the primary care facility and community buildings to prevent congestion.
 - Traffic calming measures within the site to ensure low vehicle speeds and prioritise pedestrian and cyclist movement.
 - Internal circulation design that avoids rat-running or unnecessary through-traffic, encourage foot traffic and functional synergy.
 - Parking provision in line with local standards, including disabled bays, cycle parking, and EV charging points.
 - Safe pedestrian and cycle routes linking key areas within the site and connecting to the wider community, green spaces and existing cycle route.

¹ <https://publicaccess.stroud.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=NYTYSFPNHL300> A mixed-use development comprising of up to 450 dwellings, 10.7 hectares of employment land for Use Classes B1, B2 and B8 with associated parking and servicing; open space and landscaping including riverside park; flood storage ponds and infrastructure; creation of new vehicular accesses to Draycott (A4135) and Box Road and supporting infrastructure and utilities. Cam Council is working with Stroud Planners to explore the redesignation on the employment land

² GCC (2020). Manual for Streets. <https://www.gloucestershire.gov.uk/mfsgs/>

³ MHCLG (2025). National Planning Policy Framework. <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

⁴ MHCLG (2024). National Planning Practice Guidance. <https://www.gov.uk/government/collections/planning-practice-guidance>

⁵ MHCLG (2021). National Design Guide. <https://www.gov.uk/government/publications/national-design-guide>

⁶ Cam NDP (2020). <https://camparishcouncil.gov.uk/wp-content/uploads/2025/06/cam-ndp-rerendumv8-lowres-1.pdf>

⁷ Cam Design Code (2019). reg-15-appendix3-cam-code.pdf

- Public transport accessibility, with considerations for future bus stop locations or service enhancements.

These measures are designed to support a well-functioning, accessible and inclusive environment that complements the role of the site. The traffic management strategy will be informed by transport assessments and liaison with the local highway authority during the planning process.

Cam Parish Council envisions the creation of a vibrant, multi-functional community space that brings together health, wellbeing, enterprise, and civic uses. The following facilities and uses are proposed as part of the wider development masterplan:

- A. **Community hub:** A centrally located, flexible-use building designed to promote health, inclusion, and local engagement. Key features must include:
 - A fitness studio space for use by preventative health services (e.g., falls prevention, post-natal fitness, cardiac rehab).
 - Multi-purpose meeting and event rooms to support community groups and activities;
 - A community-run café, offering a welcoming social space and local volunteering or employment opportunities.
 - A dedicated youth hub space, providing tailored services, activities, and support for young people.
- B. **Start-Up and Local Enterprise Units:** Provision of small business start-up units, designed to support local entrepreneurs and community-led enterprises. These spaces will:
 - Encourage economic resilience and local job creation.
 - Offer flexible tenancies to adapt to varying business needs.
 - Provide opportunities for synergies between health, wellbeing, and enterprise.
- C. **Recreational and Outdoor Spaces:** To promote active lifestyles and social inclusion, the site will include:
 - A bike pump track, encouraging family-friendly cycling and youth engagement.
 - Landscaped public spaces with seating, soft play area, planting, and open space suitable for informal gatherings or programmed community events.
 - A 3G artificial pitch, built to FA standards, with appropriate lighting for year-round use, serving both recreational and local sports club needs. Please ensure the proposal demonstrates how it meets the requirements of Delivery Policy ES15 – Provision of Outdoor Play Space within the Stroud District Local Plan.⁸
- D. **Policing and Community Safety:** The Gloucestershire Constabulary will be accommodated on site through the provision of:
 - A dedicated work unit or shared office space, enhancing local police presence and community safety integration. This is for exploratory purposes only, as further feasibility work and partnership guidance will follow to assess additional opportunities for the site.
- E. **NHS Dental Facility:** A fully accessible NHS dental clinic is proposed as part of the health & wellbeing offer, with:
 - Approximately 250m² (Net) of internal floor space.
 - Six dental surgeries, supporting general dentistry and oral health outreach in the local area.
- F. **Commercial Health & Wellbeing user:** To ensure the long-term sustainability and viability of the site, we would like to explore market analysis focused on the commercial potential for associated health and wellbeing services. These services may include optician, pharmacy, and other complementary services.

This integrated mix of uses is intended to support long-term community sustainability, reduce health inequalities, stimulate local economic development, and foster a strong sense of place.

⁸ Stroud District Local Plan (2015) [stroud-district-local-plan_november-2015_low-res_for-web.pdf](#), p.172

3. Required Project Outputs – Feasibility Study for a new village centre and associated facilities

The feasibility study will provide a robust evidence base to support a future planning application and inform strategic decision-making. The appointed consultant(s) will be expected to deliver the following outputs:

- A. **Site Analysis and Constraints Report:** detailed analysis of the 4.4-hectare site, including:
 - Existing site conditions
 - Environmental constraints (e.g. flood risk, ecology, contamination)
 - Transport/access context (including integration with Nexus infrastructure and H4 development)
 - Planning policy context
- B. **Concept Masterplan:** A high-level illustrative masterplan outlining the following elements, accompanied by a clear rationale for the design approach:
 - Layout of all proposed buildings and open spaces
 - Land use zones (e.g. health, community, commercial, recreational)
 - Vehicular, pedestrian, and cycle access and circulation
- C. **Schedule of Proposed Uses and Indicative Floor Areas:** summary of proposed components including:
 - Community hub (fitness space, meeting rooms, café)
 - Start-up business units
 - Dental facility (250m², 6 surgeries)
 - Gloucestershire Police unit
 - 3G pitch (to FA standards)
 - Bike pump track
 - Landscaped public realm
 - Associated floor areas and indicative capacity figures
- D. **Traffic, Access, and Parking Appraisal:** high-level transport appraisal considering:
 - Vehicular access and circulation
 - Parking needs and provision (including EV, cycle, disabled)
 - Active travel and public transport integration
 - Initial traffic management strategy and safety considerations
 - A Design and Access Statement to accompany and support the planning application, outlining the design principles, rationale, and approach to accessibility and inclusivity.
- E. **Landscape and Public Realm Strategy:** Outline proposals for:
 - Green infrastructure and planting
 - Use of public space for events/community engagement
 - Sustainable drainage (SuDS) options
 - Environmental design principles
- F. **Planning Policy Review:** A high-level review of relevant planning policies to inform the development approach. This should include:
 - Assessment of proposed uses in relation to existing employment land designations
 - Consideration of any required changes of use or alignment with the Local Plan
 - Reference to relevant planning precedents or case studies to support the proposed development
- G. **Development Viability Overview:** Cam Parish Council aims to create a functional yet aspirational destination of high quality. The design should reflect a contemporary interpretation of Cotswold character, drawing inspiration from the historic elements of Cam while incorporating modern, sustainable design principles. As part of this, a Development Viability Overview is required to

assess whether the proposed scheme is financially feasible and sustainable. This should consider:

- Delivery & Funding Model Considerations: Public, private, joint venture, or community-led options.
- Identify landowner incentives for this development (long-term revenue opportunities, Public-Private Partnerships, community legacy and reputation)
- High-level costings and indicative capital requirements
- Phasing: Indicate any proposed phasing of construction, particularly if the health facility will precede community amenities.

All outputs should be delivered in both editable and print-ready formats. All reports must be accompanied by an executive summary and recommendations.

4. Timetable & Submission Instructions:

ITEM	DETAILS
Contract Start Date	Friday 5 September
Contract Term	8 Weeks
Quote Submission Deadline	17:00 Friday 15 August Quotations received after the Quote Submission Deadline will not be considered.
Submission Format	Digital submissions only. Please send digital RFQ responses to: clerk@camparishcouncil.gov.uk
Contract Value	£30,000.00 inc. VAT

4.1 Quotation documents required for this RFQ process:

Requested Information / Documents (these <u>must</u> be returned as part of your submission)	
Qualitative Submission (please see Section 7)	You are required to confirm details of: • Introduction: demonstrate understanding of the brief. • Scope Of Work: showing your methodology and approach to the feasibility study. • Detailed Requirements of the Work. • Programme of working including key milestones. • Confirmation that any resulting material will be assignable to Cam Council to distribute and be used in a future planning application(s) as required.
Cost Breakdown	You are required to explain the cost of your proposal, inclusive of all indirect costs such as travel expenses. To be provided as part of the Quotation or can be provided on a separate spreadsheet.
Completed Bidder Warranties	To be signed and provided as part of the Quotation

4.2 Quotation Requirements

- 4.2.1. A quotation shall only be accepted as compliant if all the required documentation outlined in Table 1 at paragraph 4.1 above is included.
- 4.2.2. No information contained in this RFQ Guidance, and RFQ Documents or in any communication made between Cam Council and any Bidder in connection with the RFQ shall be relied upon as constituting a contract, agreement, or representation that any contract shall be offered in accordance with the RFQ.
- 4.2.3. Bidders must obtain for themselves at their own expense all information necessary for the preparation of their Quotation.
- 4.2.4. The Quotation (including quoted price) should remain valid for the contract duration (from bid submission to project completion) and should not be qualified in any way.
- 4.2.5. Cam Council is not bound to accept the lowest priced or any Quotation and shall not be bound to accept one Bidder as the sole supplier.
- 4.2.6. It is the Bidder's responsibility to ensure that their Quotation is submitted no later than the Quote Submission Deadline, as detailed in section 4.
- 4.2.7. Any signatures must be made by a person who is authorised to commit the Bidder to the Contract.
- 4.2.8. Direct or indirect canvassing of any public sector employee or agent by any Bidder concerning the RFQ, or any attempt to procure information from any public sector employee or agent concerning the RFQ may result in the disqualification of the relevant Bidder from consideration for the Contract under this RFQ process ('RFQ Process').
- 4.2.9. Cam Council reserves the right to issue supplementary documentation at any time during this RFQ Process to clarify any issue or amend any aspect of the RFQ. All such further documentation that may be issued shall be deemed to form part of the RFQ and shall supplement and/or supersede any part of the RFQ to the extent indicated.
- 4.2.10. This RFQ Guidance and the RFQ Documents are made available in good faith. No warranty is given as to the accuracy or completeness of the information contained therein and any inaccuracy or incompleteness is therefore expressly disclaimed by Cam Council and its advisers.
- 4.2.11. Cam Council reserves the right to clarify any elements of a Bidder's Quotation and reserves the right to reject bids that are deemed to be inconsistent.

4.3 Contract Requirements

- 4.3.1. This document details the required Service Level Agreements, Key Performance Indicators, and Cam Council's overall requirements. The Bidder shall be required to confirm their ability to meet these requirements through completion of the relevant RFQ Documentation included with this RFQ Guidance.
- 4.3.2. Bidders' Quotations must be in accordance with Cam Council's Contract Terms and Conditions (in Section 10), including compliance with any included Cam Council's policies. Bidders must indicate their acceptance of the Contract Terms and Conditions by signing and returning the Declaration page as part of the Quotation. Cam Council reserves the right to reject any Quotation that does not include a signed Declaration page.
- 4.3.3. The Bidder's terms of business will not be accepted in lieu of or in addition to the Contract Terms and Conditions published with this RFQ.

4.4 Commercial Requirements

- 4.4.1. Bidders must complete the cost breakdown within this RFQ document setting out ALL its costs of providing the Goods/Works/Services over the full lifetime of the contract, including all the obligations under the Contract. If variant bids are stated as being permitted for the RFQ details of any alternative offer proposed by the Bidder shall be submitted as a fully priced alternative Quote.
- 4.4.2. **All Prices shall be stated in pounds sterling and exclusive of VAT.**

5. Award Criteria & Marking Scale

Quotations will be evaluated using the Most Economically Advantageous Tender criteria. Cam Council reserves the right to accept the whole or any part of a Quotation.

Criteria	Weighting	Break Down
Price (Cost Breakdown)	40%	
Quality (Qualitative Submission) If required	60%	Methodology & Approach 25%, Relevant Experience 15%, Project Team and Resources 10%, Risk Management Approach 10%
Total	100%	

6. Main Contact Details

Company Name (Please state if you are a Limited Company /Sole Trader/Other)	
Company Registration Number Charity Registration Number	
Contact name of person who will work on Contract	
Contact's position	
Contact's telephone number	
Contact's email address	
Are you aware of any potential conflict of interest	
If yes, please explain	
Attach Accreditations SSIP / Constructionline	
Attach Insurances	

7. Qualitative Submission

A. Overview – how will you meet our requirements?

- Introduction (max. 500 words).
- Demonstrate understanding of the Brief.
- Overview of the project context, objectives, and challenges.

B. Scope Of Work (max. 500 words)

- Methodology and Approach.
- Work plan, phasing, risk mitigation, and integration.
- Team Structure and Roles: Key personnel, CVs, hourly rates. Example of disciplines required: Architect, Planning Consultant, Structural and MEP Engineers, Landscape Architect, Cost Consultant, and Principal Designer.

C. Detailed Requirements of the Work (max. 1000 words)

- Prepare a high-level site masterplan and feasibility study for a new village centre and health facility, addressing community needs, planning policy alignment, access, transport, design quality, viability, and delivery models. Proposals must be informed by relevant national and local guidance, include policy review, design rationale, movement strategy, and explore commercial health/wellbeing uses to ensure long-term sustainability and placemaking impact.
- Relevant Experience: Case studies from similar projects.
- Demonstrate how the proposal delivers added value to the local community, reflecting social value aims such as promoting social inclusion, accessibility, and community cohesion through the design and function of the proposed village centre.

D. Programme and Key Milestones (max. 500 words)

- Project schedule detailing key milestones and rationale for the approach (e.g. kick-off meeting, Initial findings presentation, Draft report submission, Final submission).

Project Key Performance Indicators:

Description	Target	Monitoring Method
Quality of Deliverables		
All required outputs completed to a high standard (see Section 4 of RFQ)	100%	Internal review against checklist
Concept Masterplan includes all required facilities and land use integration	100%	Technical design assessment
Planning Policy Alignment		
Report includes comprehensive planning policy review	100%	Council Working Party Review & Planning Committee
Recommendations align with local and neighbourhood planning policy	100%	Council Working Party Review & Planning Committee
Sustainability and Design Principles		
Proposals support inclusive access and reflect best practice in community wellbeing	100%	Council Working Party Review & Planning Committee
Reporting and Communication		
Monthly update reports submitted (or as agreed)	100%	Submission tracking
Social Value Delivery		
Social value outcomes documented (e.g. volunteering, training, community benefit)	100%	Qualitative reporting End-of-project report
Compliance: Reputational score adjustments (for future council procurement) Escalation and performance reviews		

8. Cost Breakdown

- 8.1 Detailed cost breakdown is required.
- 8.2 All prices must be quoted in GBP and exclusive of VAT.
- 8.3 Include all costs, including travel and incidental expenses.

9. Disclaimers & Legal Compliance

Bidder's Warranty and Declaration Form

Project Title:	A NEW VILLAGE CENTRE IN CAM
Location:	Employment Site 02 / S.15/2804/OUT, Cam, Gloucestershire
Bidder's Name:	
Public Procurement Organisation Number (PPON):	

10. Declaration

- 10.1 On behalf of the Bidder named above, I hereby warrant, represent, and confirm the following:
- 10.2 All information provided in this submission is complete, accurate, and not misleading in any way.
- 10.3 The Bidder is acting in good faith and has not fixed or adjusted the amount of the proposal by or under or in accordance with any agreement or arrangement with any other person or party.
- 10.4 The Bidder has not directly or indirectly canvassed or solicited any officer, member, employee, or agent of Cam Council concerning the award of this contract or attempted to gain confidential information.
- 10.5 The Bidder is not aware of any conflict of interest, or potential conflict of interest, in submitting this Quotation. If any conflict is identified, it has been declared in full.
- 10.6 The Bidder confirms that it has read, understood, and agrees to comply with all the terms and conditions, including Cam Council's Contract Terms and Conditions, and all policies referenced in the RFQ.
- 10.7 The Bidder has not been subject to any prohibition on competing for public sector contracts (e.g. under Public Contracts Regulations 2015, or Modern Slavery Act 2015).
- 10.8 All required insurances, licences, and registrations (e.g., SSIP, Constructionline, Professional Indemnity Insurance) are valid and up to date, and evidence is submitted with this quotation.
- 10.9 All intellectual property in the outputs of the feasibility study will be assignable to Cam Council, and the bidder agrees to this condition.
- 10.10 The Bidder confirms that they are not bankrupt, in debt to this Council, or are the subject of insolvency or winding-up proceedings, where assets are being administered by a liquidator or by the court, where there is in an arrangement with creditors, where business activities are suspended or there is any analogous situation arising from a similar procedure

I confirm that I am duly authorised to sign and submit this declaration on behalf of the Bidder.

Name:	
Position:	
Company Name:	
Company Registration Number:	
Signature:	
Date:	

Completion Checklist

Quote Submission Deadline	17:00 Friday 15 August 2025
Submission Format	Digital submissions only Please send digital RFQ responses to: clerk@camparishcouncil.gov.uk
Queries	If you have any queries, please contact: projects@camparishcouncil.gov.uk

<i>If the required sections have not been completed & submitted, the submission will be rejected.</i>	Cross if submitted/accepted
BIDDER SUBMISSION FORM	☐
QUOTATION SUBMISSION	☐
QUALITATIVE SUBMISISON	☐
DETAILED COST BREAKDOWN	☐
BIDDERS' WARRANTY DOCUMENT	☐
TERMS & CONDITIONS READ & ACCEPTED	☐
INSURANCE AND ACCREDITATION DOCUMENTS	☐

Cam Council – Request for Quotation Terms and Conditions

General

1. These Terms and Conditions apply to all submissions made in response to Cam Council's Request for Quotation (RFQ) for the **Feasibility Study – Community Facilities Hub** at Employment Site 02 / S.15/2804/OUT.
 2. By submitting a Quotation, the Bidder agrees to be bound by these Terms and Conditions and any other documents issued as part of the RFQ pack.
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Status of RFQ

3. This RFQ does not constitute an offer to enter into a contract. No binding contract shall exist unless and until the Council executes a formal contract with the successful Bidder.
 4. The Council reserves the right to cancel, amend, or suspend this RFQ process at any time and shall not be liable for any costs, loss, or damages incurred by the Bidder.
 5. The Council is under no obligation to accept the lowest-priced or any Quotation submitted.
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Costs of Participation

6. All costs incurred by the Bidder in preparing and submitting a Quotation are entirely the responsibility of the Bidder and shall not be reimbursed by the Council.
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Confidentiality

7. All documents and information provided by the Council must be treated as confidential and not disclosed to any third party without prior written consent.
 8. The Bidder shall not make any public statement or communicate with the media regarding the RFQ or its contents without the prior written consent of the Council.
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Conflict of Interest

9. Bidders must declare any actual or potential conflict of interest as part of their Quotation. The Council reserves the right to disqualify any Bidder where a conflict is identified that cannot be reasonably mitigated.
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Anti-Collusion and Competition

10. The Bidder warrants that it has not entered into any agreement or arrangement with any other person or organisation that would constitute anti-competitive behaviour or collusion in relation to this RFQ.
 11. Any attempt to influence the outcome of this RFQ process improperly shall result in disqualification.
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Intellectual Property

12. All intellectual property rights in any documents or deliverables produced by the Bidder as part of this RFQ response or subsequent contract shall be assignable to Cam Council without restriction.

13. The Bidder warrants that any materials used or submitted as part of this Quotation do not infringe third-party intellectual property rights.
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Data Protection and Freedom of Information

14. The Council is subject to the Freedom of Information Act 2000 and may be required to disclose information regarding this RFQ.
15. The Bidder must comply with applicable data protection legislation (including the UK GDPR and Data Protection Act 2018) in relation to any personal data processed under or in connection with this RFQ.
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Indemnity

16. The Bidder shall indemnify and keep indemnified Cam Council against all claims, actions, costs, losses, and expenses arising from the Bidder's breach of these Terms and Conditions.
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Governing Law and Jurisdiction

17. This RFQ and any contract arising from it shall be governed by English law, and the courts of England and Wales shall have exclusive jurisdiction.
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Declaration and Acceptance

By signing below, the Bidder confirms acceptance of these Terms and Conditions in full.

Signed:	
Name:	
Position:	
Organisation:	
Date:	